



# Australian Endurance Riders Association Inc.

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## MINUTES OF THE A.E.R.A. GENERAL MEETING HELD ON 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> MARCH 2013 AT CILOMS AIRPORT LODGE, TULLAMARINE, MELBOURNE, VICTORIA.

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### Meeting commenced/ended:

Friday 1<sup>st</sup> March 2013 – 1.45pm until 7.10pm.

Saturday 2<sup>nd</sup> March 2013 – 8.25am until 7.20pm.

Sunday 3<sup>rd</sup> March 2013 – 8.30am until 1.25pm.

### 1. Welcome by President, Tom McCormack.

### 2. Members Present.

Tom McCormack – Chair (NSW), Tom Perkins (NSW), Marlee Turnbull (NSW), Sandy Little (Vic), Matthew Krahnen (Qld), Ieva Peters (WA), Liz Rutherford (WA), Pat Hodgetts (Tas), Trent Huxtable (Tas), Melanie Scott (SA), Julie White (SA).

**2.1 Visitors:** Vern Berry (11.15am Saturday), Steve Swan (Skype – 4.00pm Saturday), Kerry Spratt (Sunday morning 8.30am).

**2.2 Proxy Votes.** Dorte Colja (Qld) on behalf of Mark Grogan.

#### 2.3 Live SMC Document.

A document will be created at the AERA meeting and keeps notes on what is to be distributed to the State Management Committees immediately following the meeting. Melanie Scott will do this.

### 3. Apologies. Mark Grogan (Qld), Selwyn Nix (Qld), Fiona Hodges (Vic).

### 4. Previous Meeting Minutes.

#### 4.1 Amendments to Minutes of the General Meeting held on 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> November 2012.

#### ***Motion 2013.03.01: Moved Matthew Krahnen/Julie White.***

***That the minutes of the AERA General Meeting held on 16, 17 & 18 November 2012 are accepted.***

***Carried unanimously.***

#### 4.2 Amendments to the In Camera minutes relating to a member at the meeting held on 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> November 2012.

Sandy suggested that no In Camera minutes should be taken. It was agreed that the Secretary should take In Camera minutes to ensure accuracy of the conversation that was had. In Camera minutes are not for distribution.

#### ***Motion 2013.03.02: Moved Matthew Krahnen/Liz Rutherford.***

***That the In Camera minutes relating to this member, Tom Quilty 2013, at the meeting held on 16, 17 & 18 November 2012 are accepted.***

***Carried unanimously.***

4.2.1 Letter tabled from Anne Barnes (17<sup>th</sup> October 2012). No further discussion required.

#### 4.3 Amendments to the In Camera minutes relating to the horse at the meeting held on 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> November 2012.

#### ***Motion 2013.03.03: Moved Matthew Krahnen/Pat Hodgetts.***

***That the In Camera minutes relating to the horse, Tom Quilty 2013, at the meeting held on 16, 17 & 18 November 2012 are accepted.***

***Carried unanimously.***

#### 4.4 Business Arising from the Minutes (from Action Sheet).

- Insurance Registrar: Call for tenders after the July meeting, appointment to be made at the November

meeting.

- Archives: Matthew has spoken to Brian Jones. There are quite a few boxes in the shipping container that have to be picked up. Matthew will get the boxes and we can move on from there.
- Storage Facility: Matthew is happy to store the archives/documents at his home.
- TQ 50<sup>th</sup>: Can we secure the original Cup from the Hall of Fame? Matthew has spoken to the curator who was going to put it to his Board. Matthew is waiting to hear back from him. They want a secure case for it with GPS tracking device.
- Vet Accreditation Review: Anne Barnes and Steve Roberts think a total re-vamp is in order. States should be appointing the vets and just notifying AERA. AERA will ratify at the SMCs recommendations. Should we do an annual return for vets and officials?
- EWS Review: Ieva to circulate to the NVP for discussion and comment.
- Quilty Mastersheets: Ieva has scanned the pages of Erica's book and given them to Tom on a flash drive.
- Insurance: Ieva has advised the States and CS: Horses (i.e. companion horses) are not covered for Public Liability insurance and should not be permitted to attend A.E.R.A. affiliated events.
- Invasive Treatment forms: Ieva has advised the states, CS and vets that all horses treated at endurance events must have the IT forms completed, regardless of the two hour rule.
- Lt Col Alex Freeborn re: Stuart Expedition 2014: Brook Sample had become involved so Mel didn't take any further.
- Hendra Vaccination: Ieva put a statement up on the AERA website and the Facebook page. Brisbane Royal Show is insisting that all entries are Hendra Vaccinated. Biosecurity Queensland has had some input. Concern that there may be a shift of the policy basis.

## 5. Reports.

### 5.1 President's Report.

AeraSpace: We need to get cracking with the education of people to do the data input.

Handbook: Steve has done a fair bit of work on this. We need to get a draft done and send it out for comment. Sandy Little volunteered to help.

### 5.2 Financial Report.

#### 5.2.1 Review all Honorariums.

Tom believes we should put into place a mechanism for a reasonable increase in the Honorariums.

Apply a CPI every year, or every two years. CPI for 2012 nationwide was 2.2%. Assuming there is no major change in the work involved.

***Motion 2013.03.06: Moved Matthew Krahn/Marlee Turnbull.***

***That the AERA index all the non-tendered honorariums to the annual Australian CPI index for the previous calendar year at the March AERA meeting.***

***Ieva declared a conflict of interest.***

***WA – yes, SA – yes, Vic – yes, Tas – yes, Qld – yes, NSW – yes.***

***Motion carried unanimously.***

Matt suggested that we create a new position for the AeraSpace Co-ordinator and that person should be paid an honorarium. AeraSpace will always need updates, same as the previous system. We need to conduct workshops and schools and webinars. Need a position description.

AeraSpace is AERA's intellectual property. We need to investigate the copyright – Matthew will talk to John Mullins.

***Motion 2013.03.07: Moved Matthew Krahn/Liz Rutherford.***

***That the AERA create a position of Database Co-ordinator with an Honorarium.***

***WA – yes, SA – yes, Vic – yes, Tas – yes, Qld – yes, NSW – yes.***

***Carried unanimously.***

Agenda item for next meeting: Honorarium for the AeraSpace Co-ordinator.

### 5.3 AERA Registrar Report.

Tom suggested a group email for all of the registrars to talk to each other. Names and addresses must be

uniform, as per Jo's suggestions. Database can be programmed to make things uniform.

#### 5.4 Insurance Report.

Each state's insurance information kit has been supplied. Delegates to take them back to their insurance officer.

##### 5.4.1 Insurance Review.

This year we will have a tender process.

##### 5.4.2 Insurance Registrar – Term Ends November 2013.

Call for tenders after the July meeting. Appointment to be made at the November meeting.

#### 5.5 National Vet Panel.

"To receive the PI cover a veterinarian must maintain their veterinary accreditation and qualifications, that is, retired or non-practicing veterinarians are covered provided they have maintained their veterinary accreditation and qualifications with the appropriate State authorities."

Pat's suggested wording is slightly different: "To receive the PI cover a veterinarian must maintain their veterinary accreditation and qualifications, that is, retired or non-practising veterinarians are covered **providing they are registered** with the appropriate State authorities."

Tom will forward the suggestion to Bev Wright for changing.

#### 6. FEI/International.

All international matters are being forwarded to EA. Brian and Barb are planning to hold some courses in 2013. Matt has been talking to Brian, as he would like to do a webinar education model for all disciplines.

##### 6.1 EA-AERA Agreement.

AERA comments in red:

EA would like to see the agreement built around the following parameters. Any Endurance event organiser or club running FEI classes need to have affiliation with EA; **No**.

- Agreement should run for a period of three years, after which the agreement will be reviewed and any extension as agreed; **yes – subject to annual review and KPIs**.
- AERA's present High Performance program will fall under EA's High Performance program and the current national program of AERA should be disbanded as the role will be conducted by the EA High Performance program; **yes**
- AERA's present coaching scheme will fall under the EA coach educator framework with no other coach educator framework being developed by AERA; **no**
- AERA's FEI level officials will fall under the EA structure and will have to hold applicable EA membership; **yes**
- EA will be responsible for the implementation of FEI processes and procedures; **yes**
- A National Endurance Committee will be formed and conducted as per other EA national skills based committees. The Initial Endurance Committee members (2 years) will comprise 3 representatives nominated by EA and 2 by AERA, after 2 years the National Endurance Committee would fall in line with other EA sporting committees. The chair of the inaugural committee will be elected by EA; **should be the other way around 3 from AERA, 2 from EA. (Anne Barnes' comments discussed) Yes, as above.**
- All riders and horses that compete at FEI 2\* and 3\* level competition will need to hold an applicable EA membership within their respective state; **yes – it's in the FEI rules.**
- From 1 January 2015 all riders and horses competing at FEI 1\* level will need to hold an applicable EA membership within their respective state; **try for three years, negotiable.**
- The affiliation fee between EA and AERA be \$8,000 per annum. **Yes.**
- All endurance riders, organisers and officials at FEI level will, as EA members, be subject to all FEI and EA rules including EA anti-doping and medication control policies. **Yes. Need clarification about "organisers".**

In respect of Endurance riders competing at FEI level, EA will provide the following services:

- Positive swabbing services for FEI affiliated events; **Yes**
- FEI registrations, Issue of FEI passports & Recognition cards; **Yes**
- International competitors licenses; **Yes**
- International event entries; **Yes**
- Education programs; **Yes**
- Education monthly newsletter; **Yes**
- Update to date information on the EA website for Endurance riders; **Yes**
- National Discipline Committee that amongst other tasks will be able to advise and recommend change to FEI policies and rules; **Yes**
- Facilitate letters of no objection for officials to officiate at overseas events; **Yes**
- Personal Accident Insurance program; **Yes**
- Ability to compete in official EA competition across all sports; **Yes**
- Competition licenses and record of performances; **Yes**
- Access to State calendar of events; **Yes**
- Access to development programs such as Go Gallop; **Yes**
- E-Newsletter; **Yes**
- Annual Awards night **Yes – there would need to be “endurance” awards**
- Horse registration and associated database **Yes**

Tom went through the history. Originally EA wanted \$10,000. They have now come down to \$8,000. 1\* riders can be non-members until end of 2014. Could we get sponsorship to offset the \$8,000? Tom has discussed with Peter Toft. To get the ball moving, we'll discuss the financial commitment first, if that gets up, the rest will follow.

**Motion 2013.03.08: Moved Tom McCormack/Matthew Krahn.**

***That the AERA accept the proposed affiliation fee of \$8,000 per annum for three years.***

***WA – yes, SA – no, Vic – no, Tas – no, Qld – yes, NSW – no.***

***Motion lost.***

**Motion 2013.03.09: Moved Tom McCormack/Sandy Little.**

***That the AERA accept a proposed net affiliation fee of \$4,000 per annum for three years.***

***WA – yes, SA – no, Vic – yes, Tas – no, Qld – yes, NSW – yes.***

***Motion is passed.***

## **7. CS / TPR / Vet / Horse Welfare / Medication Control.**

### **7.1. Chief Steward for Accreditation.**

**Motion 2013.03.10: Moved Dorte Colja/Trent Huxtable.**

***That Sean Pollard (NSWERA) and Ian Mains (QERA) are accepted as AERA accredited Chief Stewards.***

***Carried unanimously.***

### **7.2 Veterinary Accreditation Process (NVP).**

From Anne Barnes:

The vet discussion list has been considering the issue of endurance vet accreditation, and several points have arisen, which need further consideration.

- Determination of competence in ride vetting: can this be done by vetting at X number of rides over a certain period, under the mentorship of another accredited veterinarian?
- Knowledge, understanding and application of the rules: to what extent is this required and how can it be measured?
- Further education: who takes responsibility for ensuring there is provision of continuing education for veterinarians who wish to become accredited and/or maintain their accreditation?
- Increasing competence and experience: is there a place for a tiered system of accreditation, as in FEI?

- Who should administer the state lists of accredited vets – each SMC, or AERA?

### 7.3 Veterinarians for Accreditation.

**From TEERA:** Veterinarian Dr Felicity Kerr has fulfilled the requirements to become and Accredited endurance veterinarian.

**Motion 2013.03.11: Moved Pat Hodgetts/Dorte Colje**  
**That Dr Felicity Kerr (Tasmania) is accepted as an AERA accredited Veterinarian.**  
**Carried unanimously.**

## 8. Rule Changes.

### 8.1 Rule Changes – Motions for Second Vote.

#### 8.1.1 Additional to the table in H18.2 and R13.

Disqualification for finishing faster than designated Novice time

- up to 5 minutes faster 10 points;
- over 5 minutes faster 30 points.

**RATIONALE:** Controlling the speed at which Novice horses can participate is a key principle on which the Horse Welfare Rules of the AERA are based. It is essential that any breach of this principle has significant consequences for the rider and the horse.

#### **Additional to the table in H18.2 and R13.**

**Disqualification for finishing faster than designated Novice time**

- **up to 5 minutes faster 10 points;**
- **over 5 minutes faster 30 points.**

***Voting: WA – yes, SA – yes, Vic – yes, Tas – yes, Qld – yes, NSW – yes. Carried. New Rule 2014.***

#### 8.1.2 To amend rule H24.6:

***H24.6 Any horse requiring invasive treatment due to a metabolic condition during or as a result of the event, may be eliminated, depending on the nature of the treatment and severity of the episode. [For the purpose of this rule only,] the event being defined as from the pre-ride veterinary check until 2 hours after the end of the ride vet check for that horse. At that time, at the discretion of the head veterinarian, a further vet check may be undertaken.***

***Voting: WA – yes, SA – yes, Vic – yes, Tas – yes, Qld – yes, NSW – yes. Carried. New Rule 2014.***

#### 8.1.3 That rule H4.6 is added:

***Logbooks are issued on the understanding that they must be used only for AERA affiliated events.***

***Voting: WA – yes, SA – yes, Vic – yes, Tas – yes, Qld – yes, NSW – yes. Carried. New Rule 2014.***

***8.1.4 That the AERA introduce a national point score for divisional members in rides of 40km to 65km as per the national point score. To be eligible, the horse must have an AERA logbook.***

***Voting: WA – yes, SA – yes, Vic – yes, Tas – no, Qld – yes, NSW – yes. Carried. New Rule 2014.***

***8.1.5 That the AERA national point score for riders is amended to include a point score for rides from 40km to 65km to be calculated as follows:***

1. ***One point per successful kilometre.***
2. ***Heart rate: one point for each beat under 55 bpm.***
3. ***The overall score in the logbook to be calculated as follows: A=3 points, B=2 points.***

**Voting: Voting: WA – yes, SA – yes, Vic – yes, Tas – no, Qld – yes, NSW – no. Carried. New Rule 2014.**

**9. Rule Changes – Motions for Discussion and First Vote.**

**9.1 NSWERA.**

**From the NSWERA AGM:**

That rule 27.4 which currently states;

**27.4 Only Division Riding Members who have previously completed at least two affiliated Training Rides are eligible to enter. Day Members are not eligible.**

Be amended to read:

**27.4 Only Division Riding, Intermediate / Training Members who have previously completed at least two affiliated Training Rides are eligible to enter. Day Members are not eligible.**

**Rationale:** It is a natural progression that the Intermediate / Training Members are permitted to enter a Mini Marathon event. They would still be subject to all the other Mini Marathon rules. Permitting the Intermediate / Training members to participate in Mini Marathon events will further enhance the new membership category.

No further discussion.

**Voting: WA – yes, SA – yes, Vic – yes, Tas – no, Qld – yes, NSW – yes. Carried. To come back for the second vote at the next meeting.**

**10. Tom Quilty Gold Cup.**

**10.1 2011 South Australia.**

Audited accounts to be presented for the July 2013 meeting.

**10.2 2012 Tasmania.**

**10.2.1 Audited accounts.**

The upshot is that they made about \$18,000 profit. Quilty funds have enough to start up again for the next Tasmanian Quilty. Well done to Pat for doing an excellent job as Event Director for the Quilty. No need for another audit.

**10.3 2013 Queensland.**

**10.3.1 Event Director's Report.**

Vern Berry attended the meeting on Saturday 2nd March, from 11.15am.

There is considerable concern regarding the flood damage and the continuing rain in Queensland.

David Somerville sent some pictures which were shown, taken on 13<sup>th</sup> February 2013.

Vern had a meeting with the camp draft people and the show society. They have an undertaking that the buildings will be repaired before the Quilty, and no work will be going on during the event. Building inspector has said the buildings are safe. Main lights and power to the buildings will be OK. Water lines have been repaired. Council helped alot.

AERA don't have an issue if we need to postpone, AERA would support it. If there is any doubt, if we need to postpone, the sooner the better. Postponement would not a reflection on the Quilty committee, it's an act of nature.

If the trot out is OK and camping is OK, no problem. People would have to ride to the conditions.

Tom will visit in April with the two QERA delegates as well as the Chief Steward and the Head Vet.

They could also look at alternative venues in the area while they are there. Camp draft doesn't want

anybody there six weeks prior to their rescheduled date.

At this point in time the TQ committee is confident that (barring another natural disaster or continual rain) the date is fine. The AERA will do a site inspection on the 21<sup>st</sup> April 2013 and make the call. Haven't had any 80km events in the bottom half of the state. Horses may not be ride fit and there could be a low completion rate.

#### **10.3.2 Chief Steward's Report.**

CS team – SA are not sending a second one. There will normally be 13 CS, including the head CS. One from each state paid by the AERA. States pay for a second one. Steve needs to identify how many CS he needs. If he wants more, he can top up from local or interstate, but it is done at the TQ committee's cost. Dorte can do the MCP.

#### **10.3.3 Head Veterinarian's Report.**

Helen Spencer (Vic) and Robyn Mather (NSW) have confirmed their attendance. USA vet will not be Mike. Dorte to send Vern a list of the QERA accredited vets. Not everyone is vaccinating their horses against Hendra.

#### **10.3.4 Budget.**

XL Spread sheet sent separately.

Entry fee is \$420. Jnr \$320. Plus vet levy \$25 and camping fees = \$510. Sponsorship and donations is at \$51,000. Still have some verbal promised sponsorship which hasn't been included. Buckles at cost are \$275.

Estimated profit of \$4,000 at the moment.

Late Correspondence from Dee about AeraSpace. Would Dee be more comfortable if AERA took responsibility for the AeraSpace on the day? We can't get two computers to interface. Programme is in the foetus stage and more needs to be set up and running. The AERA is offering the TQ13 to take over the responsibility for the AeraSpace. We may not have the internet coverage to manage the updates as it's pretty slow. Vern to let us know ASAP.

#### **10.3.5 Pat Slater Cup Judges.**

Bob Sample, Olga Bartlett, Alwyn Torenbeek, Ivan Sampson. Reserves: Ron Haigh, Allan Renner. Ieva will write to them and formally invite them.

#### **10.3.6 Quilty 2013 Disputes Committee.**

Jon Fearnley (Head Vet), Steve Barlow (Chief Steward), Vern Berry (Event Director), Tom McCormack (AERA delegate) and Dick Collyer (QERA SMC person). Ieva to write to them.

#### **10.3.7 Teams Event Sponsorship.**

**Restricted Teams Event** - One sponsorship offer received from D-Lua Park (David Somerville):

**Motion 2013.03.12: Moved Melanie Scott/Liz Rutherford.**

***That the AERA accept sponsorship from D-Lua Park for the Restricted Teams Event.***

***Carried unanimously.***

### **10.4 2014 Western Australia.**

**Motion 2013.03.13: Moved Matthew Krahn/Melanie Scott.**

***That the AERA appoint Deb Symington as the Chief Steward for the WA Quilty 2014.***

***Carried unanimously.***

**Motion 2013.03.14: Moved Liz Rutherford/Matthew Krahn**

***That the AERA appoint Tom McCormack to attend the WAERA State Champs 2013 to inspect the course***

*and venue.*

***Carried unanimously.***

#### **10.5 2015 Tom Quilty 50<sup>th</sup> Anniversary.**

NSWERA TQ15 subcommittee has been formed. TQ15 current executive members include, Charlie Gauci, Greg Moore, Neil Clarkson and Ron Males who may become the official patron. There is a TQ15 meeting this weekend.

For future Tom Quilty events, beginning with TQ15, the AERA will nominate the key officials and then in consultation with the TQ Committee agree on the appointments. Where agreement cannot be reached, the AERA shall make the final appointments. The key officials shall be named in the Quilty agreement.

##### **10.5.1 Subcommittee.**

E of I to form a committee received from: Barb Macdonald and Emma Holland. Following the November 2012 AERA meeting, E of Is were received from Meg Wade, Linda Tania and April Bonham. Distributed separately.

The title of the Subcommittee will be "Tom Quilty 2015 Celebration Sub-Committee". Tom explained the context of the committee and what's required. This needs to be a collaborative approach amongst the AERA, TQ15 Subcommittee and the Celebration committee.

#### ***Motion 2013.03.15: Moved Marlee Turnbull/Dorte Colja.***

***That the AERA accept the five nominations, plus one nominee from the NSWERA TQ15 subcommittee.***

***WA - yes, SA – yes, Vic – yes, Tas – yes, Qld – yes, NSW – yes.***

***Carried.***

##### **10.5.2 Sponsorship.**

It has been agreed that the AERA sponsorship subcommittee is to prepare a sponsorship package for potential sponsors for naming rights of the 50<sup>th</sup> Tom Quilty.

#### **10.6 Tom Quilty Advisory Panel.**

The long term plan is to have in the Quilty manual a section at the start and have 2-3 people to be the advisory panel and they could be contacted to answer questions/help as much as possible.

**10.7 14.8.1 From the July 2012 AERA meeting:** The AERA wrote to write to each SMC and asked them to provide a list of veterinarians who would be capable of being a head vet at a Quilty, and CS who would be capable of being the head CS at a Quilty. They will go on a national selection register and that they are requested to supply the numbers of each category per state.

#### **11. AeraSpace Report.** (Steve Swan, via Skype 4pm Saturday 2<sup>nd</sup> March.)

If people want their rides affiliated, they must use AeraSpace. This table needs to ensure that each State undertakes training programmes.

We're up to version 2.05. Jo Bailey has a version 6, and we'll have 7 in another week or so.

Changing titles, done a new report for registrars for ownership transfers, horse rego report has been updated, Notes section for day riders and horses, changing parents/guardians, website is being slightly changed. System problems are being revised. We're also going to change the upload/download so it won't consume so much Mb for the user.

Tom updated Steve about the TQ14 concerns with the AeraSpace. Tom suggested to Vern that the AERA would take responsibility for the db.

Electronic timing is on the horizon to be included eventually in the db system. Look at this later in the year.

Issues at the TQ ride base with the mobile coverage. It's not necessary to have internet to run the programme as long as the computers have been updated the morning of the event. Running the ride without the internet isn't a problem. Downside is the publicity side is that AUS and overseas people can't see what's happening. Peter is looking at a couple of different possibilities. If AERA take responsibility for the data it would be great, no issues with that.

\$80,000 so far cost of Peter Johnson.



Ultimately, AeraSpace is to replace XL spreadsheets maintained by some State personnel.

Can we network at the Quilty? Without internet they won't be able to coordinate. Need to make clear divisions on each computer.

Access codes: different levels of access, depending on the jobs being done. Full access at the moment for Tom, Ieva, Steve and Peter. Steve has the log ins in a safe place.

Jo Bailey made a valid point of the uniformity of data. Steve will set a standard.

Front of the web site interface to have a message asking to check results from 2005 onwards, and let Jo Bailey know of any corrections.

Present times: same as what Ian used to do would be good. Steve/Peter have started work on this, but still needs to be finished.

Tom has spoken to Jo Bailey and she has agreed in principle to send copies of the past Master Ride Sheets to other people to help get the data put into AeraSpace prior to 2005. We need to identify a person in every state to help Jo put the old master sheets in the system. Perhaps the registrar?

AeraSpace copyright still needs to be sorted. Need to clarify in a delicate fashion. Tom will go through the old minutes. Victoria had a very successful training day today. AeraSpace was very well received. Absolutely no problems.

## 12. Constitution.

Kerry Spratt attended the meeting on Sunday 3<sup>rd</sup> March 2013 at 8.30am.

At the last meeting, the outcome was that AERA request that Mullins draft a constitution on an incorporated model and identify the deficiencies in the existing constitution. Also, could we remove the layer under a company model of the delegates, not the directors?

Kerry passed around an AERA restructure possible model. We wanted to scrap the layer of the delegates, make the SMCs performing the functions of the delegates, with the problems rectified, and have a maximum term for the committee members. First response from JM: based on act in NSW we must have two layers – board level and membership level. This is not his idea, it's written in law. You've got to have members and got to have management. SMC members as delegates is OK, but we must stipulate the number of people. We have to look at the national picture. We can't have the delegates also being on the board because, the board runs the thing, present at the AGM, and then ask themselves to check on that and ratify it. No layer of protection for the members for the actions of the board. There has to be two layers and they must be different people.

### ***Motion 2013.03.16: Moved Matthew Krahn/Liz Rutherford***

***That we rescind the previous motion from the AERA meeting held in November 2012:***

***that the AERA request that John Mullins prepare a draft AERA constitution based on an Incorporated Associations model (NSW) addressing the identified deficiencies in the existing constitution.***

***WA – yes, SA – no, Vic – yes, Tas – yes, Qld – yes, NSW – yes. Motion carried.***

Are we comfortable to continue to pursue the CLBG model to the next level based on the information today: i.e. one bum one vote, board of 8-10, delegates to be members of the SMC and meet once a year at the AGM, size of delegates to be negotiated. The States do not have to be a CLBG, we just need a link. States need to acknowledge that they are members and take on the roles and responsibilities of a member. A linkage clause would need to be done.

Kerry will get a fresh version of the company model. In three weeks the constitution subcommittee will have a teleconference, identify the questions, make a list, circulate to all with a view to get responses. We then get back to Mullins and get another draft for the July meeting.

It was agreed that the board and the delegates can be SMC members and must be division voting members and can't be both a delegate and on the board.

Kerry to send the current draft to Tom for distribution to the delegates.

We want delegates to come back with some answers. Either we ask for you to give us answers, or we give suggestions for the subcommittee. The subcommittee will answer all of the questions, make a suggestion, put it into the draft. It will be the subcommittee's job to finalise things and send it to JM.

By the 30<sup>th</sup> March we get the draft to JM. JM sends it back at the end of April. Distribute to the delegates. Then we have 2 months to digest the second draft document.

Kerry is authorised to continue conversations with JM regarding the constitution.

Tom thanked Kerry for all of her hard work and for attending the meeting.

### 13. AERA Awards.

#### 13.1 AERA Rider Lifetime Distance Award.

From the November 2012 meeting, the following motion was passed:

***that the AERA introduce a rider lifetime distance award to begin at 10,000km with the first presentation at the TQ 2015.***

Tom will draft up something for the website.

### 14. Rule Book.

**Rule V2.5** needs to be looked at as it allows Vet students to be TPR stewards without knowing the rules or having done a TPR course. The Chief Stewards/Head Vet can have a brief with the vet students about what is required.

#### V2 VETERINARIAN RESPONSIBILITIES AND AUTHORITY

2.5 *The Head Veterinarian may delegate to TPR stewards or veterinary students from any Australian university facility the authority to collect specific TPR data on his or her behalf.*

### 15. Portfolio Allocations:

- Liaison - AERA Webmaster / Chat-Line (Ieva Peters and Dorte Colja)
- Liaison - National Veterinary Panel (Pat Hodgetts)
- Document Library (Tom McCormack)
- CS/TPR (Sandy Little)
- Horse Welfare (Pat Hodgetts)
- Medication Control (Dorte Colja)
- Constitution (Tom McCormack, Matthew Krahn, Mel Scott, Kerry Spratt, Dick Collyer, Trent Huxtable)
- Database (Steve Swan, Tom McCormack, Sandy Little, Ieva Peters)
- EA-International – (Mark Grogan, Ieva Peters)
- Education (Marlee Turnbull, Julie White)
- Governance & Policy (Tom Perkins and Fiona Hodgetts)
- Handbook (Tom McCormack and Steve Roberts)
- Strategic Plan (wait for the new structure/constitution)
- Media/Publicity (Liz Rutherford)
- Sponsorship (Liz Rutherford and Julie White)
- Quilty Advisory Panel (Tom McCormack, Pat Hodgetts, Ieva Peters)

### 16. General Business.

#### 16.1 Hendra Virus/Vaccination update.

The Brisbane Royal has insisted that all horses attending must be Hendra vaccinated. This is a huge step. Local government agencies are not insisting on compulsory vaccination.

#### 16.2 Facebook.

AERA FB page won't allow comments but works well in distributing information. AERA FB is for distributing information. We have over 800 members now. We have earned a \$50 voucher which means we can use it to promote the page or whatever. Liz to investigate what we can get for our \$50 voucher.

#### 16.3 Restricting Access to Events.

Motion from the last meeting:

***That the AERA will obtain a quote to clarify the legal position of rider organisers restricting access to members and non members on public and private property.***

Ongoing.

### 17. General Business.

- **NSWERA** – had a problem with the interpretation of a rule. Existing rules A5.1 and A5.2 are deleted and

replaced with the following wording:

**A5 Riding Times**

**5.1** *The maximum riding time for an affiliated endurance, elevator and marathon ride course and for each individual riding leg will be set by the ride committee. These times must not be less than a time based on an average speed of 10 kilometres per hour.*

**5.2** *Minimum riding times apply to entrants in introductory, training and novice rides.*

The change would allow a time to be set. Wording for cut-off time allows for inadvertently setting a required pace for the first 2 legs of greater than 10km/h. At a three leg event the CS made an error where they set a cut off time to go out on the last leg, but when worked forward the cut off time for leg 3 didn't permit them to do L1 and L2 at 10 km/h. They were still allowed a maximum time of more than 10 km/h. It seems the CS made a mistake, and was nothing to do with the rule. NSWERA need to take this away and bring it to the next meeting in the proper format.

- **NSWERA** (from their AGM) - NSWERA delegates are instructed to advise the AERA that we want the national point score to be distance based only for Intermediate Category. NSWERA need to take this away and bring it to the next meeting in the proper format.
- **NSWERA** (from their AGM) – NSWERA delegates take to the AERA meeting a motion that Rule 27.4 be amended so that intermediate and training members be permitted to participate in mini marathons. **NSWERA** need to take this away and bring it to the next meeting in the proper format.

**Motion 2013.03.18: Moved Tom McCormack/MarleeTurnbull.**

***That all Quilty buckles are marked up 30% on the cost price for re-sale to the Quilty Committees, excluding GST.***

***WA – against. Carried.***

**Meeting closed:** 1.25pm.

**July meeting date:** 19, 20 & 21 July 2013. **Venue:** Ciloms, Melbourne.

**November meeting date:** 15, 16 17 November 2013. **Venue:** TBA.